

HEBER CITY CORPORATION
75 North Main Street
Heber City, Utah
Airport Advisory Board Meeting
Wednesday, March 13, 2013

4:00 p.m.
Regular Meeting

Members Present:	Nadim AbuHaidar	Airport Advisory Board
	Dave Hansen	Airport Advisory Board
	Kari McFee	Airport Advisory Board
	Tom Melville	Airport Advisory Board
	Erik Rowland	Airport Advisory Board
Absent:	Jeff Mabbutt	Airport Advisory Board
	Mel McQuarrie	Airport Advisory Board
	Terry Loboschefskey	Airport Manager
Staff:	Mark Anderson	City Manager
	Karen Tozier	Airport Advisory Board Secretary

Others Present: Beth Ann Schneider, Lynn Oswald, Jim Church, Paul Boyer, and one other whose name was not legible. Justin Pietz of Armstrong Consultants attended a portion of the meeting telephonically.

Chairman Rowland convened the meeting at 4:00 p.m. with a quorum present. Boardmember McQuarrie was excused and Boardmember Mabbutt was not present.

Approval of Minutes

February 13, 2013, Regular Meeting Minutes

Boardmember Melville moved to approve the February 13, 2013 Regular Meeting Minutes (as drafted). Boardmember Hansen seconded the motion. Voting Aye: Boardmembers Rowland, Melville, Hansen, AbuHaidar, and McFee. Voting Nay: None. The motion passed.

Item 1 **Airport Manager Report**

Terry Loboschefskey was taking vacation time and was excused. Mark Anderson reviewed the existing grants and projects, upcoming projects, airport conditions, and discussion topics from Loboschefskey's report. He indicated there had been some calls complaining about the beacon.

Relating to the agenda item under Discussion Topics, Boardmember AbuHaidar indicated that one of the things he had spoken to Loboschefskey about and Loboschefskey was aware of and was going to try to implement was control of some of the vehicle traffic across the ramp. NetJets had

determined this was an issue when they were evaluating the FBO. Discussion of this item. Some of the issues are vehicles driving between the FBO's maintenance hangar and the first hangar on Hangar Row; there is a blind spot and there are aircraft and vehicle traffic safety issues. Right now there is a sign blocking access to the ramp in this area. Discussion that when going from one location to the next vehicles should go out and go back in through the gate. Boardmember AbuHaidar thought to have Terry Loboschefsky pass a memo saying we are trying to eliminate traffic across the ramp for safety reasons, this access area will be secured, please use the normal gate and the normal taxiway. Chairman Rowland asked if this wasn't in reality just enforcing what was already in the Airport Rules and Regulations regarding traffic. There was then brief discussion of the Rules and Regulations. There was consensus among the Boardmembers to have Terry Loboschefsky enforce the Rules and Regulations by having him send out a reminder.

Item 2 **Final Review of Terminal Area Development Plan Drawings and Review of Comments received from the February 13, 2013 Open House**

Chairman Rowland asked for further comments. Boardmember AbuHaidar noted it looked like Armstrong Consultants had separated normal fuel storage and self-serve fuel; he indicated he did not see how they are going to do that. He thought this would bear discussion. The location where Justin Pietz had moved the self-serve fuel was also potentially an area where the FBO would build an additional storage hangar and this would tie up that location unnecessarily. He indicated that he would say to them, "you haven't solved the problem".

Discussion on this and on the correct location for the bulk fuel storage. Boardmember Hansen asked the others' thoughts on placing the self-storage fuel adjacent to the electrical vault but closer to the taxiway. Discussion from last month's meeting and a number of options were brought up. Boardmember AbuHaidar expressed that he wanted the professional consultants to come up with a solution and to explain why it works. Anderson suggested getting Justin Pietz of Armstrong Consulting on the phone now to discuss this; as discussed at the last meeting his understanding was it didn't have to be shown, that it can be fluid. Further discussion, Chairman Rowland reviewed the changes that had been made to the drawings as a result of the open house, and then Justin Pietz was reached on the phone.

Justin Pietz was told that the first question the Board would like to discuss was the new self-service fuel location. The Board thought they'd discussed moving it closer to the bulk fuel storage at the base of the elevation change. Chairman Rowland asked Pietz if there was any reason he would not see it working there. Justin Pietz answered this and other questions. One of the reasons Pietz had placed the self-service fuel where he did was to keep the two uses of large aircraft and small aircraft parking separated. The environmental study was discussed in reference to moving the self-storage fuel area close to the bulk fuel. Pietz explained this could be done under one environmental study under certain conditions. Discussion on the possibility of connecting the self-service fuel to the bulk fuel. Mr. Pietz explained the options with underground or aboveground piping/hosing.

Other items discussed at length were showing an access point right above the existing 75' x 75' hangars that would connect it to the taxiway, whether to show helicopter pads and if the plans were to show helicopter pads - where to locate them, location of the self-storage fueling station, and flip-flopping the locations of the small aircraft and large aircraft.

Chairman Rowland summarized the decisions made during discussion:

1. Locating the self-storage self-service fuel station as close to bulk storage possible.
2. Chairman Rowland indicated he thought the access point for the taxiway was discussed at the open house and thought it might have been overlooked. He indicated the discussion had been to include an access point right above the existing 75' x 75' hangars that would connect it to the taxiway. Justin Pietz answered that they could add this. Clarification that it would be toward the taxiway to allow another access point for aircraft. The exact location for the access point could be pinpointed by drawing a line straight up from the entrance of those 75' x 75' hangars; the last two rows of the existing hangars, and by drawing a line straight up to the taxiway.
3. Reflect the helicopter pads as a tie down area.
4. Change the place where the small airplanes and the corporate jets are (swap).

Justin Pietz left the conversation at this time.

Anderson pointed out John Ackerson's comments. Ackerson's information was in the meeting information packet and he had suggested using the future hangar area as a place for glider storage until those hangars start to develop. The Board agreed to do what Ackerson suggested.

Anderson asked if they want to have the drawings brought back to the them or to have the consultant, Justin Pietz, make the changes and submit the drawings to the FAA? Discussion on how to proceed. Boardmember AbuHaidar wanted the consultant to make recommendations and explain why his recommendations are the best option instead of asking the Board what they wanted to do and then drawing what they asked for.

Boardmember Melville said that he thought the Board should have this on the agenda for the next meeting. The Board agreed; they wanted to review the drawings to make sure that everything was right. Mention was made of looking at the drawings after interviewing the RFP respondents.

Item 3 **Update on RFP for Consultant Services**

Anderson spoke about the budget related to this and the process. He asked the Board whether they wanted to schedule a time after the 20th to meet to shortlist or interview telephonically depending on how many proposals are received. The Board agreed to this. Anderson he anticipated the Council will be invited to participate as well. Suggested dates were discussed. Karen Tozier was to email out the proposals the City had received from the RFP on the 21st of March and the Board would meet on March 27th.

Jim Church asked for the objective of the RFP which Anderson explained.

Item 4 **Discuss placing Airport Advisory Board Meeting Minutes, Information Packets, and Meeting Audio on the Heber City Website**

Chairman Rowland introduced the item noting that this had been brought up during the open house just to make it more transparent and accessible to the public. He asked if the Board had any objections to this and if they could move forward doing this. The Board concurred with

moving forward and placing the information on the website. Discussion on placing the information on the Utah State Public Meeting Notice Website and tying into this information onto the City website via an html widget which pulls up past meetings and attachments associated with that meeting sorted by date. The information relating to the Airport Advisory Board can also be subscribed to so that those who wish to will received emails notifying them of upcoming meetings; they also have the option to subscribe to an rss feed.

Other Items as Needed

Mark Anderson asked the Board, should the Board weigh in on whether or not the City ought to offer the 11 pads on the 50'x 50's hangars up for sale and development. Water and sewer is there. Anderson indicated he knew there had been some concern about if we open those up for development does that adversely affect our ability to sell hangars that we are trying to market? Boardmember Hansen commented that he thought that would be a different market and a couple of others voiced agreement.

Anderson indicated his thinking was that the infrastructure is there and if there are people who want to build their own hangar, why delay them if they want to be there?

The Board discussed this. The Boardmembers asked if covenants had been adopted, expressed that design guidelines would probably need to be done and that consistency was important. The Council has indicated they want to go with individual providers. The other side of the coin was a monopolistic situation if there is only one developer. Terry Loboschefskey was to work on design guidelines.

Beth Schneider commented on noise abatement and airport noise.

Boardmember McFee motioned to adjourn the meeting. Boardmember AbuHaidar seconded the motion. Voting Aye: Boardmembers Rowland, Melville, Hansen, AbuHaidar, and McFee. Voting Nay: None. The motion passed and the meeting adjourned at 5:25 p.m.